



Oifig an Phríomhfheidhmeannaigh  
Feidhmeannacht na Seirbhíse Sláinte  
Urlár 1  
Ospidéal an Dr. Steevens  
Baile Átha Cliath 8

CEO's Office  
Health Service Executive  
1st Floor  
Dr. Steevens' Hospital  
Dublin 8

Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

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Mr Ted McEnery  
Clerk to the Committee  
Committee of Public Accounts  
Leinster House  
Dublin 2

10 October, 2012

Dear Mr McEnery

I refer to your letter dated 21<sup>st</sup> September 2012 advising that as part of its on-going scrutiny of public expenditure with Accounting Officers and heads of State bodies the Committee has agreed to examine the payment of allowances to staff.

In responding to your request for information I have attached the detail on all allowances identified in the HSE for the Review of Allowances conducted by the Department of Public Expenditure and Reform, the outcome of which was advised by Government on 18<sup>th</sup> September 2012. Of the 41 allowances identified, Business Cases were provided for 20 allowances considered appropriate to continue for new beneficiaries with some allowances requiring further review and consultation with line management and staff representatives before a decision to continue as is, cease or modify could be made.

For your information the HSE's approach to the Review was based on the following principles:

- There must be evidence of significant added value for the patient/service delivery
- Consideration must be given to clinical risk and patient safety which can require staff to assume higher roles and responsibilities
- Equity and fairness must apply for all grades of staff
- There must be full compliance with the Financial Regulations
- Standardisation in line with the terms of the Public Service Agreement must be considered
- Continuation of allowances must comply with the Moratorium on Recruitment and Promotions in the Public Sector and must have Senior Management endorsement

The outcome of our initial review was submitted to the DPER in mid February 2012.



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The submission sought approval from DPER to consider the health sector allowances in four groupings, as follows:

**1. Allowances required for existing and new beneficiaries post 31<sup>st</sup> January 2012.**

Sanction was sought for the continued payment of allowances numbered 1 – 6 which are considered essential to ensure continuity of a safe and quality service delivery. The continuation of these allowances acknowledges the arduous nature and/or unsocial hours; skills and experience; qualifications; and additional responsibilities associated with the duties undertaken. It is considered that the benefit to the organisation in the continued payment of these allowances is the delivery of a cost effective solution to the provision of services. Business Cases were submitted for all 6 allowances.

**2. Allowances required for existing and new beneficiaries post 31<sup>st</sup> January 2012 but subject to further review.**

Sanction was sought for the continued payment of allowances numbered 7 – 16 subject to further review. It was not possible within the given timeframe to give due consideration to the retention, modification or cessation of the allowances in this category. Initial review with our service managers indicated that while there may be scope to modify or cease some of these allowances the timeframe given to assess the effect on service delivery was not sufficient. This was further compounded by the impending exit of in excess of 3,000 staff at the end of the 'Grace Period' most of which were front line personnel, with 1,700 of those representing nursing personnel.

**3. Allowances proposed for cessation pending further consultation with service management and the trade unions.** It was considered appropriate to propose ceasing allowances numbered 17 – 30 for new beneficiaries with effect from 1<sup>st</sup> February 2012. The justification for the continued payment of these allowances has been overtaken by developments in qualifications, duties, skills and normal flexibilities now expected or required in public sector employment as agreed through the PSA. No Business Cases were submitted for these 14 allowances as management proposed these allowances for cessation.

**4. Allowances currently paid to existing employees but not currently paid to new employees - Red-Circled arrangements to groups or individual employees.** Allowances numbered 31 – 37 are allowances agreed on a personalised basis that have ceased to be paid to new employees under the terms of their agreement. These allowances should be removed from the Allowances Section of the Consolidated Pay Scales and moved to the Pension Section for calculation purposes only and to acknowledge that there are existing staff currently being paid these allowances that may or may not have



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the allowance considered in the calculation of their pension. No Business Cases were submitted as these allowances are no longer paid to new beneficiaries.

Early in September 2012 the HSE made a further submission to DPER, which included 4 additional allowances (Nos. 38 – 41) not included in the original submission made in February 2012, with the request that these allowances would be included in the first grouping of allowances required for new and existing employees.

The HSE submissions made above were reviewed by Government and the final decisions made on each of the allowances is detailed beside each allowance in the attached excel sheet and is colour coded for ease of reading. As instructed by Robert Watt, Secretary General, DPER, the HSE intends to engage immediately with staff interests to action Government decision as advised.

In addition it should be noted that the information supplied in the initial health sector review reflects allowances paid in the HSE only. An exercise to capture any other local allowances in the Voluntary Sector has just been completed and will be submitted to DPER in the coming week.

I trust this information will be helpful to the Committee in its examination of allowances in the public health sector.

Yours sincerely

Tony O'Brien  
Director General Designate

# Health Service Executive Allowances Review - Information for Public Accounts Committee

9th October 2012

No. Of Allowance	Name of Allowance	Range of Payment	Beneficiary (Grade)	Number of Current Recipients (estimated)	Time-bound? Duration (e.g. permanent, in place as long as duties are being undertaken)	Estimated Annual Cost for 2011 for HSE (not incl. Vols)	Date the Payment of this Allowance commenced	Business Case Submitted to DPER - Yes/No	Decision from DPER on Review
1	Island Inducement Allowance	1,766 (January '10); 1,589 (January '11 new entrants only)	Public Health Nurses	10	Fixed allowance for nurses working on islands. - pro-rata where only part time on island.	14,598	1960's	Yes	Abolished for new beneficiaries
2	Student Medical Scientist Coordinators Annual Allowance for academic year	3202.89 (January '10); 2882.60 (January '11 new entrants)	Senior Medical Scientists	12	Applies to only one Medical Scientist in a department who is responsible for overseeing training of the Student Medical Scientists (see attached circular 017/2007)	38,434	2001	Yes	Approved for new beneficiaries
3	Sleep-In Overnight Allowance	44.49	Social Care Worker, Nursing, HCA, Domestic & Hostel Staff	492	Paid to staff required to sleepover in residential settings	919,932	2000	Yes	Approved for new beneficiaries
4	Mental Health Authorising Officer	150 during normal working hours; 300 outside of normal working hours	Nursing & Medical	20	Payment is made for attending the required location and making necessary judgements in line with the Mental Health Act 2001, which was enacted on 1st November 2006	19,786	01/11/2006	Yes	Approved for new beneficiaries
5	Assisted Admission	250 for Team member, 300 for Team Leader	Psychiatric Nurses	162	Paid for a 4 hour commitment to the Assisted Admission Team in line with the requirement of the Mental Health Act 2001, which was enacted on 1st November 2006	71,691	01/11/2006	Yes	Approved for new beneficiaries
6	Allowance for Advanced Paramedics	9,215 (January '10); 8,293 (January '11 new entrants)	Ambulance staff	264	Allowance for Advanced Paramedics as per HSE Circular 11/2009 who meet qualifying criteria under Section 3.1 of the Expert Nominees Report	1,777,790	Jan-09	Yes	Approved for new beneficiaries
7	Clinical Directors Allowance	46,000 per annum	Consultants	59	Annual allowance payable to Clinical Directors in line with the Revised Salary Scales for Medical Consultants appointed under the Consultants Contract 2008	2,530,000	Consultants Contract 2008	Yes	Approved for new beneficiaries subject to further review
8	Location Allowance	1,858 (Jan'10); 1,673 (Jan'11 for new entrants)	Staff nurses, and nurse managers at grades CNM1 and CNM2	6,164	Payable where nurse engaged in specific department (e.g. A&E, Renal units, cancer/oncology units etc) as listed in HR Circulars 112/99, and 33/2004.	9,146,778	05/11/1999	Yes	Approved for new beneficiaries subject to further review
9	Specialist Qualification Allowance - Paid to Courses designated as 'Category II' by An Bord Altranais - see attached document.	2,791 (Jan '10) 2,512 (January '11 - reduced for new entrants)	Staff nurses, and nurse managers at grades CNM1 and CNM2	5232	Only payable directly on duties in specialist areas appropriate to the qualifications listed as Category II courses by An Bord Altranais. HR Circular 112/99 refers	14,500,364	05/11/1999	Yes	Approved for new beneficiaries subject to further review
10	Living Out Allowance for Registrars, House Officers and Interns (weekly allowance)	61.20 p.w (January '10); 55.08 p.w. (January '11 new entrants)	All junior doctors except Senior or Specialist Registrars	5251	Contractual Allowance. Paid to junior doctors working in hospitals where accommodation is not provided	8,151,349	1980's. Allowance revisited under contract negotiations in Labour Court hearing in December 2009 that recommended continuance of the allowance	Yes	Abolished for new beneficiaries

11	Acting Up	Amount or Unit based depending on grade category	All grades	8,765	Payment made for the duration of the acting period	17,746,289	DoH Circular 32/59; Psychiatry 1973; Therapy grades 01/10/2000	Yes	Approved for new beneficiaries subject to further review
12	Cardiac Allowance (weekly allowance - requires recertification on an annual basis)	16.89 per week (January '10); 15.20 (January '11 new entrants)	Ambulance grades	1,755	Allowance was introduced to recognise the additional training and responsibilities undertaken by Ambulance Personnel in 1979 in the use of defibrillators which was not part of the skill set at that time.	899,433	1979 in EHB, July 1993 extended outside Dublin	Yes	Abolised for new beneficiaries
13	Craftworkers Tool Allowance	843.60 (1/1/10 - 31/12/10) (January '10); 759.21 (1/1/11 - 31/12/11)	Craftworkers including electricians, plumbers etc	352	Payable on a pro rata basis to employees who work less than a year and to part time staff. The allowance is not payable while an employee is on long term sick leave.	280,497	1966 - Cross Sectoral Allowance	Yes	Abolised for new beneficiaries
14	GP Trainees	11,430 per annum	Trainee GP's	76	Allowance paid to GP Registrars on an approved scheme in lieu of 120 hours worked outside normal working hours	553,131	2000	Yes	Approved for new beneficiaries subject to further review
15	Second Opinion	3 hrs Clinical time	Consultant Psychiatrists	Number not identifiable from Payroll Systems - included in overall pay costs	Paid to a panel of Consultant Psychiatrists to respond to the requirement for a 2nd opinion required under the Mental Health Act 2001	Included in overall pay costs	01/11/2006	Yes	Abolised for new beneficiaries
16	Consultants Continuing Medical Education Allowance	3,000 (2008 contract - CPI linked)	Consultants	2,650	Annual education allowance for consultants which is paid on a vouched basis.	7,950,000	Consultants Contract 2008	Yes	Abolised for new beneficiaries
17	Special Allowance for weekends/public holidays	2,976 (January '10, 2,678 (January '11 new entrants only)	Nurse management sub structures	187	Payment of an annual allowance to nursing staff who take charge of Band 3, 4 and 5 hospitals at weekends and on public holidays where there are no Assistant Director of Nursing or designated posts	50,226	01/01/1999	No	Abolised for new beneficiaries
18	Dual Responsibility Allowance (Also includes Responsibility Allowance 1,344 or 1,242 paid to Various Grades and Responsibility All Lower and All Higher, plus Allow Equiv Dual)	3,731 Grades whose max salary exceeds 48,569 on 1/1/10; 4,001 Grades whose max salary does not exceed 48,569 (January '10); 3,358 Grades whose max salary exceeds 43,712 on 1/1/11; 3,601 Grades whose max salary does not exceed 43,712 (January '11 new entrants );	Clerical/admin grades	502	Where post holder effectively doing own job and job of another	1,353,917	1980's	No	Abolised for new beneficiaries
19	Midwifery Qualification	2,791 (Jan '10) 2,512 (January '11 - reduced for new entrants)	Public Health Nurses and Assistant Directors of PHN	924	Payable to PHN's in respect of their midwifery qualification in line with HR Circular 112/99	2,321,814	05/11/1999	No	Abolised for new beneficiaries
20	Registered General Nurse in the Community	3,709 (Jan '10)	Registered General Nurse paid as staff nurses	55	Registered general nurses in the community undertaking certain specified duties of the Public Health Nurse should receive the allowance for the duration of the specific assignment and will cease when the Community General Nurse reverts back to general duties either on reassignment or when a Public Health Nurse fills the role.	172,510	01/01/1997	No	Abolised for new beneficiaries
21	Nurse Coordinator Allowance	18.09 per shift (January '10); 16.28 (January '11 new entrants only)	Staff nurse	Number not identifiable from Payroll Systems - included in overall pay costs	Shift allowance paid to staff nurse who undertakes role of formalising the reporting and accountability relationships with the Theatre Superintendent. The allowance only applies to a staff nurse who fulfils specified duties when called in.	Included in overall pay costs	later 1990's	No	Abolised for new beneficiaries
22	Specialist Coordinator Allowance	4,319 (January '10); 4,327 (January '11)	Nurse Tutors in Centres for Nurse Education	6	Allowance paid to Nurse Tutors in Centres for Nurse Education	27,493	1990's	No	Abolised for new beneficiaries

23	Community Allowance	varies depending on grade of nurse i.e. Range from 4,962 (staff nurse) to 5,722 Assistant Director of Nursing (January '10)	Mental Health Nurses - all grades except Directors of Mental Health Nurses	719	Compensation which was applied for loss of earnings in hospital setting when moved to community based setting - varies depending on nurse's grade. Under PSA, compensation for move from hospital will be as per formula for loss of earnings in PSA.	3,397,643	1990's	No	Abolised for new beneficiaries
24	Nurses assigned to Occupational Therapy - 1 level for qualified, and another level for unqualified.	3,732 (qualified); 1,702 (unqualified) (January '10)	Mental Health Nurses	Included in Community Allowance numbers	Still listed in Consolidated Salary Scales but not an active allowance. Was subsumed into Community Allowance No. 23 above	Included in Community Allowance cost	1970's	No	Abolised for new beneficiaries
25	Annual Allowance for Biochemists	Honours BSC 1,009; msc 2,017; phd 2,629 (January '10); Honours BSC 908; msc 2,017; phd 2,366 (January '11);	Payable only to Basic and Senior Grades of Biochemists	6	Annual Allowance for Biochemists - amount of allowance increases depending on level of qualification achieved i.e. Lowest rate for Honours BSC, rising to highest amount for PhD - only one allowance payable at a time.	7,776	1990's	No	Abolised for new beneficiaries
26	Annual Allowance for Radiographers - Allowance varies depending on level of qualification	Higher Diploma College of Radiography 912; Diploma in Ultrasound 456; Diploma in Nuclear Medicine 456 (January '10); Higher Diploma College of Radiography 821; Diploma in Ultrasound 410; Diploma in Nuclear Medicine 410 (January '11 new entrants );	Radiography Grades	155	Only payable where diploma is relevant to their occupation	135,476	1990's	No	Abolised for new beneficiaries
27	Gaelteacht	Cannot exceed 7.5% of basic salary	Various Grades	103	Paid to employees who meet the qualifying conditions of working in a Gaelteacht Area. 1966 Local Offices Irish Language Statutory Instrument refers	296,439	1966	No	Abolised for new beneficiaries
28	Travel Allowance for Non-Nursing Personnel	29.32 per week	Support Staff	945	Travel to work allowance paid to non-nursing personnel working 5/7 roster in the Acute Hospitals in Dublin only.	1,613,045	Late 1990's	No	Abolised for new beneficiaries
29	Trainers Allowance	3,047	Clinical Nurse Manager 2	3		6,444	1990's	No	Abolised for new beneficiaries
30	Coordination and overseeing of Undergraduate Student Therapists during clinical placements	238.50 (January '10); 215 (January '11 new entrants)	Various 'therapy' grades which include Dieticians, Physiotherapists, Occupational Therapists	945	This allowance is paid to those who are in employments which cater for the clinical/practical training of undergraduate therapy students during the clinical placements	225,000	2003	No	Abolised for new beneficiaries
31	Staff Nurse Dual Qualification Scale	1,395 (Jan '10)	Staff Nurses	496	Dual qual scale only applies to those appointed before 1/7/98	513,145	05/11/1999	No	Abolised for new beneficiaries
32	Red circled allowances to Deputy Nursing Officer; Theatre/Night Sister, Public Health Nurse	Deputy Nursing Officer 1,333; Theatre/Night Sister 801; Public Health Nurse 1,601 (January '10).	Deputy Nursing Officer; Theatre/Night Sister, Public Health Nurse	458	Payable on a red circled basis to staff who were in employment in the following grades on 16/11/99 and are existing beneficiaries of such allowances (as per circular 126/2000). Would be discontinued once post holder is promoted or if post is upgraded.	610,578	16/11/1999	No	Abolised for new beneficiaries
33	Community Care Administrator	8,769 (January '10)	Grade VII clerical/admin management grades	Number not identifiable from Payroll Systems	Still listed on salary scales but most likely is not currently paid as allowance was to compensate post holders who were upgraded in early 2000s.	Not identified in Payroll Returns	1990's	No	Abolised for new beneficiaries
34	Industrial Relations Officer (Health Areas Only) annual allowance	8,769 (January '10)	Industrial Relations Officer		Allowance paid to HR staff who undertook the role of Industrial Relations Officer for the former health board. Paid to only 2 staff now.	17,538	1990's	No	Abolised for new beneficiaries
35	Matron and Assistant Matron Welfare Homes (excluding HSE Eastern Regional Area) - Annual allowance	3,927 (January '10)	Matron & Assistant Matron of Welfare Homes	Number not identifiable from Payroll Systems	Matrons with full time commitment to after hours work - Unlikely that is currently paid	Nil	1970's	No	Abolised for new beneficiaries

36	Land Stewards/Assistant Land Stewards	Varied from 1,686 (1st type) to 461 (Assistant Land Steward 3rd type) (January '10)	Clerical staff with farm responsibilities	Number not identifiable from Payroll Systems	Unlikely it is still being paid as no longer any farms run by hospitals	Nil	1970's	No	Abolished for new beneficiaries
37	Psychiatrist Special Responsibility Allowance (annual)	10,064 (January '10); , 9057.62 (January '11 new entrants)	Psychiatrists	Number not identifiable from Payroll Systems	Responsibility allowance paid to the grade of non-consultant Psychiatrist - not actively paid	Not identified in Payroll Returns	16/02/1994	No	Abolished for new beneficiaries
38	Forensic Psychiatry - Out of Hours Service	On call - one session per annum, Call out ranging from 1.75 session to 2.75 sessions per week	Consultants participating in a one in four liability	Number not identifiable from Payroll Systems - included in overall pay costs	Out of hours service provided by Consultant Forensic Psychiatrists from the Central Mental Hospital to assist the Gardai in their management of critical incidents. Recommendation from Barr Report following the Abbeylara Seige	Included in overall payrolls costs	2011	Yes	Approved for new beneficiaries
39	Secure Unit (High Support) - Child Care Services	2,194	Care Staff	17	Paid to grades outlined for providing services in a High Support environment in Child Care Services	76,840	1990's	Yes	Approved for new beneficiaries
		877	General Domestic/Porters						
		823	Chefs/Cooks						
40	Training Allowance	203.59 p.w. (January '10); 183.05 p.w. (January '11 new entrants)	Student Environmental Health Officers	50	Weekly training allowance to Student EHO's while on approved practice placement for academic year	366,462	1980's	Yes	Approved for new beneficiaries
41	Training Allowance	903.98 p.m. (January '10); 813.58 (January '11) new entrants	Student Medical Scientists	50	Monthly training allowance paid to 3 year Medical Scientist Students for academic year	409,041	1980's	Yes	Approved for new beneficiaries

Key Code:

	Abolished for new beneficiaries
	Approved for new beneficiaries subject to further review
	Approved for new beneficiaries